

The Palliative Care Interdisciplinary Advisory Council
DRAFT Meeting #7 Meeting Minutes
Monday, April 3, 2017
10:19 a.m.

Health and Human Services Commission
Brown-Heatly Building
Public Hearing Room
4900 North Lamar Boulevard
Austin, Texas 78751

Agenda Item 1: Welcome and introductions

The Palliative Care Interdisciplinary Advisory Council (PCIAC) meeting commenced at 10:19 a.m. Council Chair Dr. Larry Driver welcomed everyone to the meeting.

Mr. Jimmy Blanton, Health and Human Services Commission (HHSC), made announcements and introduced Ms. Megan Coulter and Mr. John Chacón, HHSC staff also supporting the Council. Mr. Chacón noted that a quorum was present at the start of the meeting. Table 1 notes Council member attendance.

Table 1: The Palliative Care Interdisciplinary Advisory Council member attendance at the Monday, April 3, 2017 meeting.

MEMBER NAME	YES	NO	MEMBER NAME	YES	NO
Allmon, Jennifer Carr		X	Jones, Barbara PhD	X	
Botts, DeilaSheun		X	Jones, Margaret	X	
Castillo, James MD		X	Jones, Nathan Jr. RPh	P	
Christensen, Bruce DHSc		X	Kean, Mary Beth DNP		X
Driver, Larry MD	X		Moss, Amy DO	X	
Fine, Robert MD		X	Perez, Erin @ 10:34 am	X	
Fleener, Erin MD	P		Ragain, Roger Mike MD	X	
Henderson, Hattie MD	X		Scott, Cam	X	
Hurwitz, Craig MD	X		Sevcik, Lenora Carvajal DNP		X

Yes: Indicates attended the meeting

P: Indicates phone conference call

No: Indicates did not attend the meeting

Agenda Item 2: Review and approval of meeting minutes from December 5, 2016, February 9, 2017, and March 7, 2017

Dr. Driver asked for any changes or edits and called for review and approval of the minutes of the December 5, 2016, February 9, 2017, and March 7, 2017 meetings.

Motion 1:

With noted corrections, Dr. Hattie Henderson, MD moved to approve the minutes of the December 5, 2016, February 9, 2017, and March 7, 2017 meetings. Ms. Margaret Jones seconded the motion. By voice vote, with no nays or abstentions, the motion passed. Dr. Craig Hurwitz, MD indicated that the December 5, 2016 meeting minutes had him as being absent but a note next to his name had him arriving at 10:18 am. Mr. Chacón clarified that Dr. Craig Hurwitz was not present at the December 5, 2016 after reviewing committee member sign-in sheet and archived video of the meeting and that the time noted as arriving at 10:18 am was from the Monday, July 25, 2016 meeting.

Agenda Item 4: Ethics Presentation

Mr. David Riesman, Chief Ethics Officer at HHSC referenced the power point handout entitled "Ethics In Government: Ethics Overview for the Palliative Care Interdisciplinary Advisory Committee". Mr. Riesman provided an overview of committee ethics as it relates to the PCIAC committee and presented various scenarios to drive ethically acceptable practices.

Agenda Item 3: Staff update presentation

Mr. Jimmy Blanton led the staff presentation sections that was then followed by Ms. Jackie Zuniga and referenced the PowerPoint entitled "Palliative Care Interdisciplinary Advisory Council - April 3, 2017 Full Board Meeting #7". The objectives covered included:

- Mr. Blanton provided updates regarding the council, initiatives, and key deliverables
- Mr. Blanton noted the very hard work of the Council over the past two months and referred to discussion later in meeting on plan for the next year.
- Mr. Blanton noted the soft opening of website (thank staff and web services).
- Mr. Blanton noted the promotion plan for the website including Connection article
- Mr. Blanton noted recent contact from CAPC as lead in to Ms. Jackie Zuniga's presentation
- Ms. Jackie Zuniga presented on other states and what initiatives they're taking regarding palliative care and policies, legislative initiatives, councils in other states, and payment models
- Mr. Blanton noted to committee members that if they have not done so already to please pick up a hard copy of the PCIAC legislative report. For those who are attending via phone, please email staff.

Agenda Item 5: Legislative topics

a. Update from Chair

- Dr. Larry Driver noted the work of the committee that took place at the February 9 and March 7 teleconference meetings regarding recommendations provided in a memo to the executive commissioner on durable power of attorney and agent, including concurrent medical power of attorney and prescription drug monitoring and considerations for palliative care.
- Dr. Driver made reference to the handout entitled "2017 Bill List 1" and led discussion on several of the bills listed.
- Dr. Driver noted that after the discussion, they will open up the floor for public comment should there be any bills the public would like to make comment on.

b. Update on recent legislation

i. Palliative care and hospice

ii. Advance Practice Professionals and signature of a death certificate or out-of-hospital do-not-resuscitate order

iii. Advance directives

iv. Benefits

v. Prescription Drug Monitoring

- Committee members provided comments on the bills listed in the handout and reiterated concerns brought up during the teleconference call meetings and reiterated their support to the recommendations addressed in the memo to the executive commissioner.

Public comment

Larry A. Farrow, Executive Director of the Texas and New Mexico Hospice Organization provided public comment in which he stated that he supported the committee's recommendation on the Advance Directive being done all at one time instead of it being piecemeal such that the five bills being introduced being delayed until it's right. He also expressed concern and opposition on HB1971 being referred to Perinatal Hospice and instead should be referred to Palliative Care because no hospice is provided during perinatal care. He also noted opposition on SB833 specifically on language making reference to minor being competent to make a decision.

Agenda Item 6: Workgroup updates

Dr. Larry Driver, M.D. - Chair, introduced Erin Perez and Jackie Zuniga to discuss the education and website development workgroup progress, Jimmy Blanton for Dr. Roger Mike Ragain to discuss the continuing education workgroup progress, and Dr. Amy Moss to discuss the progress reporting workgroup work. Presenters referred to Workgroup Update PowerPoint slides embedded in the PowerPoint entitled "Palliative Care Interdisciplinary Advisory Council - April 3, 2017 Full Board Meeting #7".

a. Education and website development

- Dr. Driver noted Ms. Perez requested adding the following link as a resource to the website, <https://selfneglect.org/self-neglect-facts/ethics-and-the-law/advance-directives/>. Staff emailed this to the council for review on March 21st.
- The council reviewed the soft launch of the website and expressed their support.
- A suggestion was made regarding the photos that were used on the website. Staff stated that they would work with the web team on these.

b. Continuing education

Mr. Jimmy Blanton noted that staff and the workgroup are working to develop a CE event and will have more information to present at the next council meeting.

Public comment

Maxine Tomlinson, Director of Government Relations with the Texas and New Mexico Hospice Organization (TNMHO) provided public comment in which she stated that TNMHO would like to support and assist the continuing education workgroup as a stakeholder. She also wanted to bring to the attention of the PCIAC the need for education on skilled care around palliative care related to the quality of care issues that have been raised across the state and country. She stated a need to identify who needs the training and to what degree is needed to be covered in this training.

c. Progress reporting

- Dr. Amy Moss stated that the workgroup has changed their name from "Quality Improvement" to "Progress Reporting" per workgroup conversations to better reflect the work that is being done and to align with the Rule of the council.
- Dr. Moss noted that the workgroup will be looking at data to help support topic recommendations.

Agenda Item 7: Facilitated strategic planning exercise

a. Determine mission and vision

Ms. Francesca Kupper from HHS Stakeholders Relations facilitated a strategic planning exercise around finalizing a mission statement for the PCIAC and referenced

handouts and PowerPoint entitled "Creating A Mission Statement", "Mission", and "Mission and Vision Exercise". Highlights of exercise and member discussion included:

- Committee members provided feedback to the draft mission statement that was developed at the December 5, 2016 PCIAC meeting.
- Due to time constraints, the development of a vision statement will be addressed during the July 10, 2017 PCIAC meeting.
- Dr. Larry Driver, MD -Chair asked for a motion to adopt the mission statement with the amendments provided by council members.

Motion 2:

With noted edits, Dr. Barbara Jones so moved to adopt the mission statement with noted amendments. Margaret Jones seconded the motion. By voice vote, with no nays or abstentions, the motion passed.

Final Adopted and Approved Mission Statement:

The Palliative Care Interdisciplinary Advisory Council provides recommendations for enhanced resources and educational opportunities that will promote a broader understanding and improved access to high quality, patient-centered and family-focused palliative care services for all Texans.

b. Discussion on next steps for identifying values, goals, strategies, and timelines

Due to time constraint, this agenda item will be discussed at the next full PCIAC meeting scheduled for July 10, 2017.

Agenda Item 8: Discussion of topic selection for 2018 legislative report

Mr. Jimmy Blanton led discussion on the importance of beginning this process now as the committee begins to think about the second legislative report. Ms. Megan Coulter went through the draft legislative report timelines for 2017 and 2018 and referenced PowerPoint entitled "Palliative Care Interdisciplinary Advisory Council - April 3, 2017 Full Board Meeting #7". The objectives covered included:

- Mr. Blanton discussed the options below for how to best decide these topics for the 2018 legislative report.
 - Brainstorm and discuss items now, allow time for more comments, vote at the next council meeting in July
 - Remind members that this is not the final topics list, but a starting point
 - Discuss how to best obtain topic ideas from stakeholders
 - Potential voting process for the next meeting (dot process)

Agenda Item 9: Action items for staff or member follow-up

- Mr. Jimmy Blanton noted that the next planned meeting is Monday, July 10th, 2017.
- Mr. Blanton noted that HHSC staff will monitor legislation and send out relevant updates (two way street).
- Mr. Blanton noted that work group (WG) meetings will begin again (by teleconference) WG 2, Continuing Education is having a call on Thursday, April 27 at 4pm.

- Mr. Blanton noted steps to promote legislative report and recommendations, such as a webinar.

Agenda Item 10b: Public comment

No public comment offered during this time block of the agenda.

Agenda Item 11: Adjourn

Dr. Driver adjourned the meeting at 2:25 p.m.

DRAFT